

Reserve

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UNITED STATES DEPARTMENT OF AGRICULTURE
✓ AGRICULTURAL RESEARCH ADMINISTRATION
✓ Bureau of Agricultural and Industrial Chemistry
Washington 25, D. C.

June 26, 1944

BUREAU MEMORANDUM NO. 381

✓ Handling of Patent Applications

MEMORANDUM FOR DIRECTORS OF REGIONAL RESEARCH LABORATORIES,
chiefs of Bureau Divisions and Officers in Charge of Field Stations

In the handling of a recent application for patent of a member of this Bureau's staff, the correspondence between the inventor, the head of the Laboratory, this office and the Office of the Solicitor of the Department, consumed so much time that when all papers were transmitted to the Solicitor's Office for final submission of the application to the Patent Office, it was discovered that more than one year had elapsed since the disclosure of the invention. This of course made it impossible under the law to file the patent application.

Although it would seem to have been hardly possible, the fact is that in the papers as originally submitted reference was made to the disclosure date, and yet this date was completely overlooked by all concerned until final action was being taken by the Solicitor's Office.

To assure that the dead line date for filing patent applications is met, all persons responsible for recommending the filing of applications for patents shall clearly indicate in the first transmittal to this office what is considered to be the earliest date of disclosure, and this should be made a matter of record in all offices concerned, so that everyone involved in any way in the handling of the patent application will always be aware of the dead line date which must be met.

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O. E. May
Chief of Bureau



